



***Idaho Department of Education***  
ACCUPLACER Professional Development  
2014-2015

# ***Key Definitions***

## **Placement Tests**

Used to determine whether a student has skill sets necessary to achieve success in college level courses, and if remediation is needed.

## **Diagnostic Tests**

Used to “drill down” to determine student strengths and areas of need in reading, writing, and mathematics content areas.  
Provides the high school with a detailed assessment of student skills.

# ACCUPLACER Tests

## Placement Tests

- Reading Comprehension (20)
- Sentence Skills (20)
- Arithmetic (17)
- Elementary Algebra (12)
- College Level Math (20)
- WritePlacer Plus
- Computer Skills Placement (30/70)
- “Local” Tests

## ESL Suite

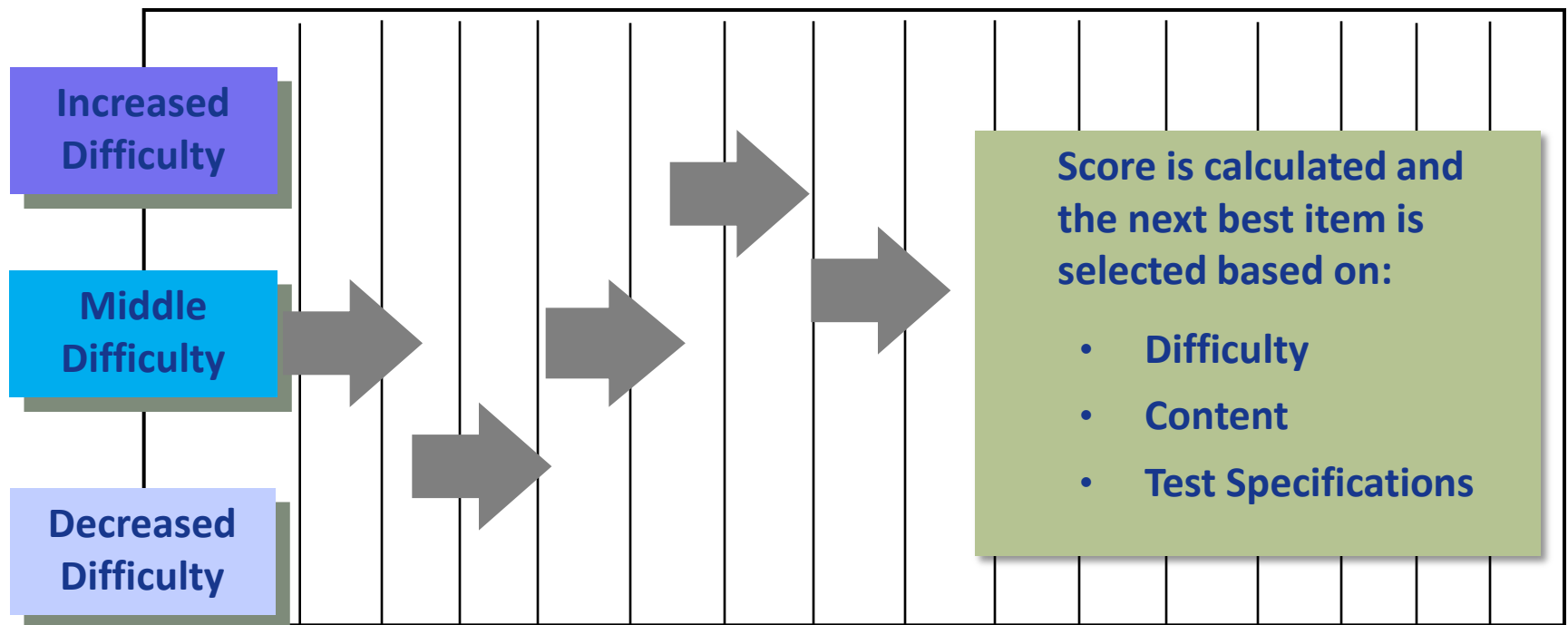
- Reading Skills (20)
- Sentence Meaning (20)
- Language Usage (20)
- Listening (20)
- WritePlacer ESL

## Diagnostics

- Reading Comprehension (40)
- Sentence Skills (40)
- Arithmetic (40)
- Elementary Algebra (40)

# Computer-Adaptive Testing

## Sample Pattern of Student Responses



# ***ACCUPLACER***

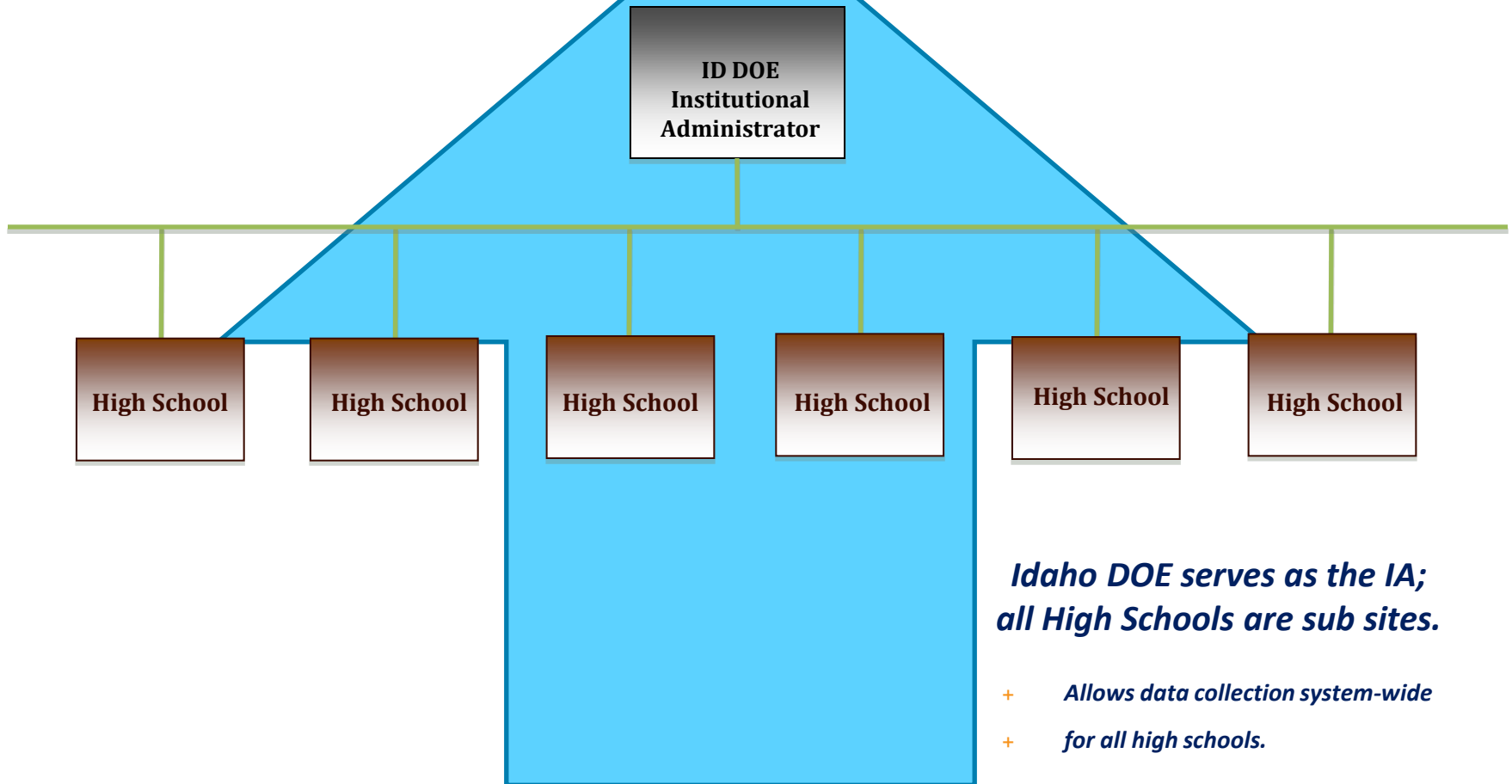
## ***Creating Users***

# ***Four Permission Levels***

- ***Institutional Administrator*** - Idaho DOE
- ***Site Managers*** - Site Manager for each high school
- ***Proctor/Reporter*** - Site Manager will create Proctor credentials for additional staff at their high school
- ***Reporter*** – HS Principals, Counselors, Teachers



# ACCUPLACER System-Wide Structure



*High Schools can add local background Questions.*

# *Steps to Create a New User*

1. Go to [www.accuplacer.org](http://www.accuplacer.org)
2. Click **Login** or **Professionals/Administer Tests**.
3. Access ACCUPLACER using your Site Manager login credential.
4. Click the **Users** tab.
5. Select **Create and Edit Users**.
6. Select **Add New User**.
7. Complete the new user form.
8. Click **Save**. User will receive username/temporary password via email.

# Login Credentials

*All new users receive an email from NO REPLY.*

- Email includes user name and temporary password
- Log in with temporary password, answer security questions and change password
- Site Manager creates all other users
- Allow [noreply@accuplacer.info](mailto:noreply@accuplacer.info) to avoid email rejection/spam folder

From: NoReply@accuplacer.info  
To: Montognese, Kathie  
Cc:  
Subject: Welcome to ACCUPLACER - New User Credentials-ACCUPLACER

Sent: Sun 2/3/2013 1

An ACCUPLACER administrator for your institution has set you up as a user on the ACCUPLACER platform. To access the ACCUPLACER, go to [www.accuplacer.org](http://www.accuplacer.org) and use the login credentials provided below:

Username: INDOEProctor  
Password: F2P2f27C6

Please login to the application using your temporary password. After you have successfully logged into the platform you will be provided with instructions and the opportunity to change your password to something that will be easier to remember.

For more information about the ACCUPLACER platform, we encourage you to refer to the ACCUPLACER Training Demonstrations

If you have any questions please contact us at [info@accuplacer.org](mailto:info@accuplacer.org) or 866-607-5223. Our hours of operations are Monday through Friday, 7 AM to 9 PM Eastern Time and on Saturdays from 8 AM to 5 PM Eastern Time.

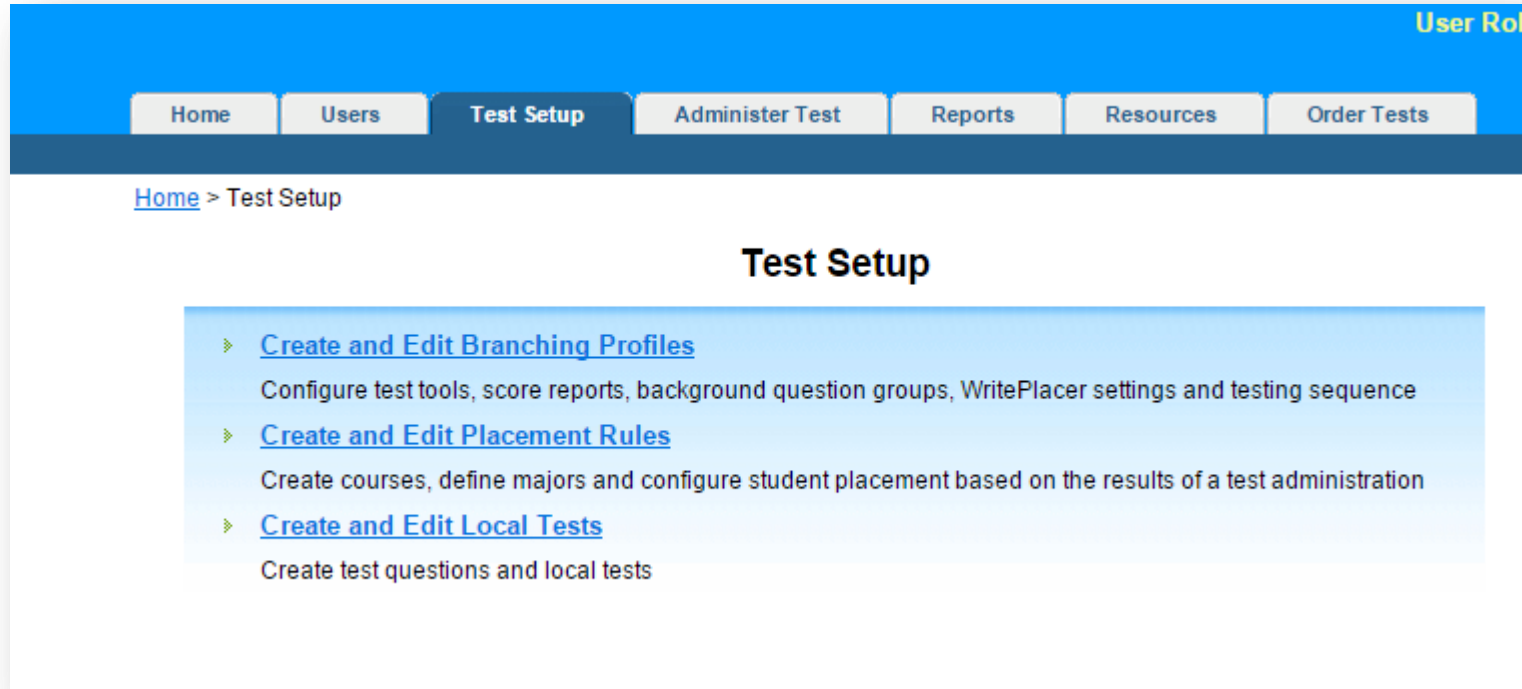
Thank you,  
ACCUPLACER Technical Support

# ***ACCUPLACER***

## ***Test Set up***

# ACCUPLACER Test Set Up Tab

Branching Profiles – which tests will be administered, in what order, and with which conditions



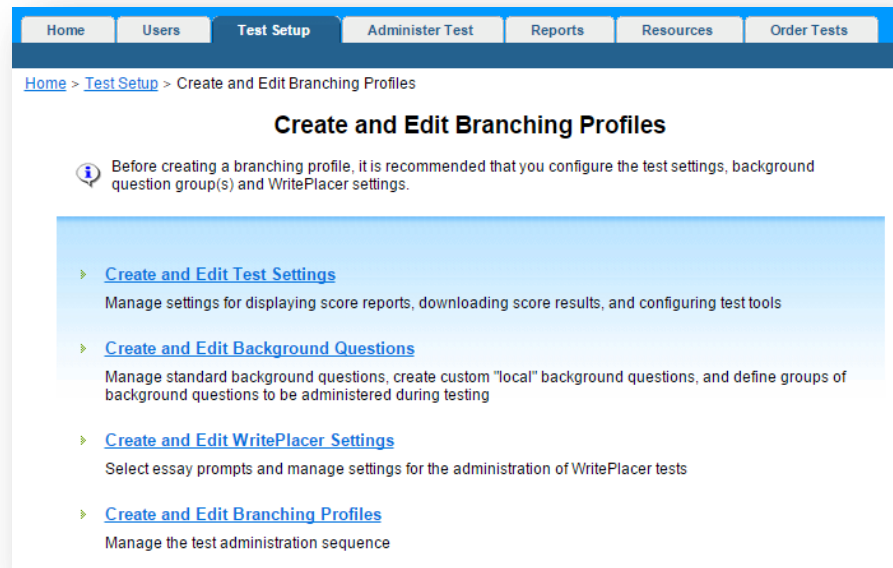
The screenshot shows the ACCUPLACER Test Setup interface. At the top, there is a blue navigation bar with the text "User Role" on the right. Below this bar is a row of tabs: "Home", "Users", "Test Setup" (which is highlighted), "Administer Test", "Reports", "Resources", and "Order Tests". Below the tabs, there is a breadcrumb trail: "Home > Test Setup". The main heading is "Test Setup". Below this heading, there is a list of three items, each with a green arrow icon and a blue link:

- ▶ [Create and Edit Branching Profiles](#)  
Configure test tools, score reports, background question groups, WritePlacer settings and testing sequence
- ▶ [Create and Edit Placement Rules](#)  
Create courses, define majors and configure student placement based on the results of a test administration
- ▶ [Create and Edit Local Tests](#)  
Create test questions and local tests

# Branching Profile Options

## + Branching Profiles

- Test Settings – test environment and student score report (ISR)
- Background Questions
- Writeplacer Settings
- Create and Edit Branching Profiles – has copy feature



# *Test Set Up Live Demo*